

## QUICK REFERENCE: Close Contact with COVID-19 Administrative Order 20-7v3

Order Effective Date: September 21, 2020



### What to Do for Exposure though Close Contact with COVID-19

NOTE: Keep in mind that once an individual has been exposed through Close Contact to someone with a Confirmed Case of COVID-19, the exposed individual **MUST** quarantine for 14 days, even if the exposed individual has a negative test for COVID-19. Since it can take from 2 to 14 days following exposure for symptoms to emerge, the full 14-day quarantine period after Close Contact must be observed.

### Employees and Contractors Exposed through Close Contact to COVID-19

- Should not report to work and should remain at home.
- Should notify their supervisor of their status as soon as possible.
- Should self-quarantine for full 14-day period, following [CDC guidelines for quarantining](#).
- Should consult with health care providers to determine whether or not to be tested for COVID-19.
- May telework if able.

### Managers Notified of Individuals Exposed through Close Contact to COVID-19

- No specific actions required if employees or contractors have had close contact with individuals with confirmed cases of COVID-19.

### Return to Work for Individuals Exposed through Close Contact to COVID-19

- Employees may return to work 14 days after their last contact with an individual with COVID-19, as long as employees exhibit no symptoms for COVID-19. Note that a negative test for COVID-19 does NOT reduce the length of the quarantine. See [CDC guidelines for quarantining](#) for detailed information on how to determine the length of quarantine if multiple household members have Confirmed Cases of COVID-19.

### New! Special Conditions for Critical Infrastructure Workers Exposed to COVID-19 though Close Contact

In general, Critical Infrastructure Workers should follow the quarantine requirements outlined above if they are exposed to COVID-19 through Close Contact.

In cases where staffing shortages threaten the delivery of Critical Infrastructure services, the Department Head or designee may reduce the quarantine requirements for employees in the following limited circumstances:

- The employee or contractor has had Close Contact with an individual with a Confirmed Case of COVID-19, **AND**
- The employee or contractor has **no Symptoms** Compatible with COVID-19.

Department heads should consult the Section V. of the Administrative Order for details on implementing a reduced quarantine period for Critical Infrastructure Workers with Close Contact to COVID-19.

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### Important Definitions

- **Close Contact:**
  - You were within 6 feet of an individual who has COVID-19 for 15 minutes or more **regardless of whether you or the individual were wearing face masks or other personal protective equipment (PPE)**; and/or
  - You provided care at home to someone who is sick with COVID-19; and/or
  - You had direct physical contact with a person with COVID-19 (touched, hugged, or kissed them); and/or
  - You shared eating or drinking utensils with an individual with COVID-19; and/or
  - An individual with COVID-19 sneezed, coughed, or somehow got respiratory droplets on you.
- **Confirmed Case of COVID-19:** A case of COVID-19 that has been confirmed through a positive test for COVID-19 OR has been confirmed by a medical professional as being a suspected case of COVID-19 based on symptoms.
- **Critical Infrastructure Worker:** The Centers for Disease Control (CDC) defines a Critical Infrastructure Worker as one needed to deliver critical services, including law enforcement, transportation, 911 call center, and others. See the [CDC guidelines](#) for a complete list
- **Quarantine:** Keeps **someone who might have been exposed** to the virus away from others. When you quarantine, you should:
  - Stay home!
  - Watch for fever (100.4°F), cough, shortness of breath, or [other symptoms](#) of COVID-19
  - If possible, stay away from others, especially people who are at [higher risk](#) for getting very sick from COVID-19
- **Symptoms Compatible with COVID-19:** Please note that symptoms may appear from 2 to 14 days following exposure. Also see the [CDC self-check tool](#) for identifying COVID-19 symptoms. The following symptoms may be symptoms of COVID-19 if they are new for you or if you do not commonly experience them:

▪ Fever (100.4°F / 37.9°C or greater) or chills	▪ Diarrhea
▪ Unexpected fatigue	▪ Sore throat
▪ Nausea or vomiting	▪ Shortness of breath or difficulty breathing
▪ Loss of taste or smell	▪ Headache
▪ Cough	▪ Congestion or running nose
▪ Muscle or body aches (not related to exercise)	